

April 7, 2016

CITY COUNCIL AGENDA

Tuesday, April 12, 2016

5:00 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
 - a) Roll Call of Members
 - b) Welcoming Remarks
 - c) Announcements
 - d) Pledge of Allegiance
2. Citizen's Comments. *Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification or explanation, but no council action or discussion will be held on these items.*
3. Agenda Additions or Deletions
4. Approval of Consent Agenda. *The following are non-controversial items intended to be approved with one motion, without discussion. If a council member, staff, or member of the public would like to discuss an item(s), please ask that it be removed and it will be placed elsewhere on the agenda.*
 - a) Approval of Minutes – 3/29/16 and 4/4/16
 - b) Approval of Accounts Payable Listing
 - c) Improvement Project No. 79 Request for Payment:
 - 1) PFA Pay Request #32 - \$9,186.82
 - 2) SEH Engineering - \$9,186.82
 - d) Improvement Project No. 83 Request for Payment
 - 1) PFA Pay Request #1 - \$182,497.39
 - 2) SEH Engineering - \$2,240.00
 - 3) Magney Construction Inc. - \$134,776.50
 - e) Staff Reports
 - 1) Police Chief Report
 - 2) Street/Park Superintendent Report
 - 3) Library Report
 - 4) Financial Report
 - f) Chamber Summer Events
 - g) Oktoberfest Raffle at VFW, October 8, 2016 – Raffling Miscellaneous Items
5. Nuisance Violation – Faron Pederson
6. Public Nuisance Update
7. Resignation of Board Member Roger Rotvolt from the Library Board
8. Parks Personnel
9. Bridge L5805 – Notice of Call for Bids
10. Pay Equity Update
11. Real Property Tax Petition

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 04-12-16 in Council Chambers, City Hall.

Mayor Frazier called the meeting to order at 5:00 p.m.

Roll call was taken by Clerk-Treasurer Danielle Heaton.

Mayor Brent E. Frazier and four members of the Council were present at roll call:

Council Member Steve Strand Council Member CJ Holl

Council Member Kevin Ballard Council Member Steve Foster

Other city staff present: Administrator Don Solga and Clerk-Treasurer Danielle Heaton, Library Director Annie M. Wrigg and Street and Parks Superintendent Brian Olson.

General Attendance: Faron Pederson, Boy Scout 313 Member Nicholas Rockstead, and Lou Hoglund of Pelican Rapids Press were also present.

The Mayor welcomed everyone to the Council Meeting.

Administrator Solga informed Council that the statewide tornado drill will be on April 14, 2016.

All present stood and said the Pledge of Allegiance led by Boy Scout Member Nicholas Rockstead.

There were no citizen's comments.

Motion by Foster, seconded by Holl to approve the agenda with the additions of No. 12 Skate and Long Board Prohibition and No. 13 Communications. Motion carried.

Motion by Ballard, seconded by Foster to approve the following consent agenda items:

- a) Approval of Minutes – 3/29/16 and 4/4/16
- b) Approval of Accounts Payable Listing
- c) Improvement Project No. 79 Request for Payment:
 - 1) PFA Pay Request #32 - \$9,186.82
 - 2) SEH Engineering - \$9,186.82
- d) Improvement Project No. 83 Request for Payment
 - 1) PFA Pay Request #1 - \$182,497.39
 - 2) SEH Engineering - \$2,240.00
 - 3) Magney Construction Inc. - \$134,776.50
- e) Staff Reports
 - 1) Police Chief Report
 - 2) Street/Park Superintendent Report
 - 3) Library Report
 - 4) Financial Report
- f) Chamber Summer Events
- g) Oktoberfest Raffle at VFW, October 8, 2016 – Raffling Miscellaneous Items

Motion carried.

Faron Pederson from 230 NW 1st Avenue asked Council to consider waiving the Public Nuisance Administrative Penalty he received for his property. The nuisance had been terminated, but deck skirting had not been installed as he had discussed with the Police Department. Because City Hall was not aware of the previous conversations between

the Police Department and the property owner, Council agreed to waive the administrative fee if the skirting was installed by May 15th. Motion by Holl, seconded by Strand to waive the fine if the deck skirting is installed by May 15th. Motion carried.

Clerk-Treasurer Danielle Heaton updated the Council on the 2015 Public Nuisance List. In 2015, there were 112 total public nuisances of which 94 have been remedied. Eighteen remain non-compliant and we are moving forward with the process. The City is trying to get these last few taken care of since the Planning Commission will be doing the Spring Tour of the entire city soon.

Clerk-Treasurer Heaton presented a public nuisance that was noted, ordered to be abated within a certain time specified and that still remains non-compliant. Pursuant to City Code Section 801.05, she reported these facts to the Council and requested that the Council determine whether the City will abate the nuisance. The following property still has a public nuisance to abate: 353 SE 5th Street. Motion by Holl, seconded by Foster that Council does determine to abate the nuisance as presented and send a notice to the owner, providing the owner an opportunity to be heard at the 04-26-16 City Council meeting and providing for abating the nuisance by the City. Motion carried.

Library Board Director Annie M. Wrigg asked the Council to accept the resignation of Library Board Member Roger Rotvold. He is retiring and moving from the area. Motion by Strand, seconded by Foster to approve the resignation. Motion carried.

Street and Park Superintendent Brian Olson asked Council to consider hiring someone to care for of the cities flowers. It will be a seasonal position and will be 20-30 hours a week. Motion by Ballard, seconded by Strand to approve opening a new position for flowerbed maintenance. Motion carried.

Administrator Solga requested Council approval to call for bids to remove Bridge L5805. Bid opening will be May 20th at 2:00 p.m. Motion by Strand, seconded by Holl to approve the notice for call for bids for removal of bridge L5805. Motion carried.

Council Member Steve Strand asked about the City's Skateboarding Ordinance. He asked if the City would consider changing the ordinance to not be so restrictive. Council directed the Planning Commission to look into possible changes that can be made.

Administrator Solga provided an update on Pay Equity. Right now the deadline is to have all salary adjustments made by May 29, 2016, and resubmit to the State by June 29, 2016. Because the City is currently conducting a wage study, its consultants at Flaherty & Hood, P.A. are recommending that the City request an extension for the time to make the adjustments and submit a new report later in the year. Motion by Foster, seconded by Ballard to approve the request for reconsideration of Pay Equity Non-Compliance. Motion carried.

Administrator Solga updated Council on a real property tax petition that Jennie O filed to have the tax courts reduce the valuation of their property. The County and Jennie O negotiated a reduction which potentially will lower the City's 2016 levy by \$50,000 depending on when the petition is approved. Jennie O is very willing to work with the City to minimize the impact.

Council Member Steve Strand requested that Council be sent Planning Commission agendas.

Motion by Strand, seconded by Foster to adjourn the City Council meeting at 6:09 p.m.
Motion carried. Opposed: Holl



Danielle Heaton
Clerk-Treasurer